

Chief Strategy Officer Strategy Department

Position Summary:

The Chief Strategy Officer will serve as a critical executive management team member. The CSO will oversee a portfolio that includes: 1) Strategic Partnerships, 2) Fund-Raising and 3) Communications. In collaboration with the SSFC leadership team, the CSO will articulate and implement a strategic vision for the agency that focuses on effecting growth, oversee the implementation of the strategic plan in close coordination with SSFC's strategic planning board committee, build new partnerships to grow and sustain the organization, manage the success of SSFC Programs.

Key Roles & Responsibilities

- Provide support under the direction of the CEO to external organizations, committees, & boards such as the Board of Directors and other committees of SSFC to represent SSFC.
- Work with the CEO to develop relationships and partnerships in Forsyth County and potential new regions.
- Manage the reporting of grants, fund-raising activities, and fund diversity to funding agencies and the SSFC Finance and Administration office.
- Expand SSFC's funding by applying for diverse funding opportunities to include public grants and Early Childhood Initiatives aligned with SSFC's strategic plan.
- Develop a team-based environment to motivate and inspire staff to work collaboratively toward vision and goals by clearly communicating the agency vision, implementing yearly staff development plans, and mentoring.
- Participate in the budget development process and maintain a high level of fiscal responsibility.
- Support fund development by promoting and executing SSFC's year-end fund-raising efforts, annual fund-raising events, proposal writing, and partnering with the CEO and Director of Advancement and Community Education to steward funding relationships.
- Play an active role in strengthening and maintaining the management and governance culture and practices that reflect the organization's core values, confidence, discipline, and professionalism.
- Manage the essential programs, e.g., Dolly Pardon Imagination Library (DPIL), fund-raising, and Community Education responsible to NCPC funded activities.

EDUCATIONAL & EXPERIENTIAL REQUIREMENTS:

- **Minimum:** Bachelor's Degree in Business Administration, Project Management, Public Administration, or a related field. At least three years of leadership experience in a nonprofit, for-profit, government, or philanthropy, working on growth, business development, strategy, planning, or related issues.
- **Preferred:** Master's Degree in Business Administration or related field, Project Management, Grant Writing Certifications.

ADDITIONAL SKILLS & REQUIREMENTS:

- Demonstrated experience in successful grant writing for public and private funds.
- Comprehensive working knowledge of organizational planning, structure, budgeting, administrative operations, and fundraising.
- At least three years of project management, grant writing, and strategic planning are preferred.
- Demonstrated ability to analyze and compile complex data for planning purposes.
- Excellent written and oral communication skills, with the ability to represent the organization externally across a wide range of stakeholders and constituencies.
- Strong relationship builder with the ability to find common ground, build consensus and strengthen collaboration among diverse stakeholders.
- Strong community awareness and astuteness.
- Ability to in partnership with key committee members, e.g., Development and MAlea
- Ability to successfully navigate in a fast-paced, outcomes-driven, and entrepreneurial environment.
- Demonstrated commitment to the values of diversity, inclusiveness, and empowerment.

PHYSICAL DEMANDS:

- Work is usually sedentary and may require long periods of standing, walking, bending, and some light lifting. The work is primarily performed in a secure office setting.
- Able to lift and carry up to 10 pounds.
- Ability to walk, bend, stoop, stretch, squat, kneel, push, pull, and sit.
- Ability to travel to all centers and meeting/training locations.

DIRECT REPORTS:

- Community Education Coordinator
- Director of Advancement & Community Education